



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

Date: 1/12/15

Shelley Amodeo  
1223 Creston Ave  
Des Moines, IA 50315

Dear Shelley,

This letter is in regards to the 1/9/15 compliance check of your Category A, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards. (You need to apply to have your son Dante added to the household with the appropriate background checks completed. I have included a change application that can be completed and mailed to the Registration Unit.)

☐ 110.5(1)e All accessible electrical outlets are safely capped. (You need to install plastic safety caps in all exposed electrical outlets on the main floor and basement level.)

☐ 110.5(1)m Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor. (You need to obtain a 2A 10BC fire extinguisher for your main level.)

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. (You need to re-mount the battery operated smoke detector in your main floor living room.)

**110.5(2) A provider file is maintained and contains:**

☐ 110.5(2)b Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. Certification will be maintained throughout period of registration. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR. (You need to find or obtain current certification in the CPR/First Aid training.)

☐ 110.5(2)d An individual file is maintained for each substitute and contains:

☐ 110.5(2)d A physician's signed statement of health of at the time of employment and at least every two years thereafter. (You need to obtain a current physician signed statement of health to be kept on file for your substitute Nick.)

☐ 110.5(2)d Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years. (You need to find or obtain current certification for the mandatory reporter training for substitute Nick.)

**110.5(8) Children's Files**

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains: (Two of the children in your care need full files established.)

**110.5(10) Substitutes** (You need to maintain a written log of the substitute hours for Nick.)

☐ 110.5(10)e The provider maintains a written record of the number of hours substitute care is provided, incl

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations on or before** 3/9/15.

☒ Based on the items out of compliance listed above, you will be required to have a re-check or follow-up visit to your home. This visit will occur on or after 3/9/15.

Please call me if you have any further questions.

Sincerely,



Earl Crow  
Child Development Home Compliance Checks  
DHS, Story County  
(515) 268-7106

C. Mark Chappelle  
Social Work Supervisor  
(515) 993-1705

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-800-722-7619.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://dhs.iowa.gov/sites/default/files/CC Professional Development.pdf](http://dhs.iowa.gov/sites/default/files/CC%20Professional%20Development.pdf) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).